



Public Service Commission of Wisconsin

Ave M. Bie, Chairperson
Joseph P. Mettner, Commissioner
John H. Farrow, Commissioner

610 North Whitney Way
P.O. Box 7854
Madison, WI 53707-7854

January 26, 2001

Re: Electronic Filing of 2000
Commercial Mobile Radio Service (CMRS)
Providers' Assessable Revenues Worksheet
with the Public Service Commission of Wisconsin

**Assessable Revenues Worksheet
Required by April 2, 2001
DWCCA-AR-2000**

To the Party Addressed:

Our records indicate that, in accordance with Wis. Stat. §§ 196.202 and 196.218 and Wis. Admin. Code ch. PSC 160, you have an obligation to **file** with the Public Service Commission of Wisconsin (Commission) **by April 2, 2001**, a **CMRS Providers' Assessable Revenues Worksheet for Universal Service Fund Assessment Purposes** (CMRS Worksheet) covering calendar year 2000 operations. In an order dated November 8, 2000, in docket 05-GF-104, the Commission temporarily suspended assessment of CMRS providers for universal service fund (USF) purposes. This suspension is effective November 2000 through December 2001. The USF assessment will resume for CMRS providers in January 2002. CMRS providers remain obligated to provide USF assessable revenue information for 1999 (if not already filed) and during the suspension period (including calendar year 2000) and to pay for any USF assessments applicable to the May through October 2000, time period during which the USF assessment was applicable to these providers.

Please note the following concerning the 2000 CMRS Worksheet:

1. **Electronic filing is required for the 2000 CMRS Worksheet. Hardcopy or facsimile filing of the 2000 CMRS Worksheet is not permitted.**
2. The 2000 CMRS Worksheet is a Microsoft Excel 97 file that is available on the Commission's Web page at <http://www.psc.state.wi.us>. See the "2000 Commercial Mobile Radio Service Providers' Assessable Revenues Worksheet" item in the Telecommunications section of the Web page. (Please note that in the worksheet you may use the "Tab" key to advance to the next required data entry cell.)
3. **Public Filing**
If you intend to file the CMRS Worksheet on a public basis, you may either file the electronic worksheet via e-mail (pscrecs@psc.state.wi.us) as an attachment, or mail (or send via courier) a diskette to the Commission. The subject line of the e-mail should be: "Official Filing - 2000 CMRS Worksheet of YYYYYY (XXXX)," with "YYYYYY" designating the name of the company and "XXXX" designating your company's 4-digit Commission identification number. If a diskette is sent to the Commission, the diskette should be labeled with the following information: "2000 CMRS Worksheet of

YYYYYYY (XXXX),” with “YYYYYYY” designating the name of the company and “XXXX” designating your company’s 4-digit Commission identification number.

The public version of the worksheet should be saved with the name “CMR00_XXXX.xls” with “XXXX” representing your company’s 4-digit Commission identification number. (Your company’s 4-digit Commission identification number is available on the Commission’s Web page at http://www.psc.state.wi.us/a_unf1/default.asp.)

4. **Confidential Filing (Disregard this item if no portion of your company’s worksheet is to be filed on a confidential basis!)**

On October 23, 2000, the Commission issued an order in docket 1-AC-201 and implemented an Emergency Rule for Confidential Filing. A copy of the order in docket 1-AC-201 is available on the Commission’s Web page at http://www.psc.state.wi.us/a_cms2/default.asp. Keep in mind that this rule may be modified by the date on which you file your completed 2000 worksheet.

If you intend to file portions of the CMRS Worksheet on a confidential basis, you may file the worksheet via regular mail or courier (not via e-mail) on a diskette. Labeling instructions for the diskette are identical to those itemized for the Public Filing except that, in addition, the diskette should be marked or stamped with the word “CONFIDENTIAL” in red letters.

The confidential version of the worksheet should be saved with the name “CCMR00_XXXX.xls.” No information in this file should be masked. A second file, the public version of the worksheet, must also be created. Begin with the saved “CCMR00_XXXX.xls” file and paste the word “CONFIDENTIAL” in all cells of the Excel file that you do not want available to the public. Then save the file with the name “CMR00_XXXX.xls.”

If your worksheet is to be filed on a confidential basis, all questions contained in the Rules for Confidential Filing should be answered and filed, together with a Confidentiality Request form and notarized affidavit, with the completed worksheet. (Confidentiality request forms (Form 7000) are available by calling the Commission at (608) 261-8524 or by requesting a form via e-mail. Send your e-mail request to pscsecs@psc.state.wi.us, indicating the number of required forms and a name and address to which the form(s) should be mailed. Instructions are shown on the back of the form. The latest expiration date for confidential requests should be four years following the statutory (April 1) filing date for annual reports (i.e., April 1, 2005 for the 2000 worksheet filing). After the expiration of the 4-year period the confidential electronic data become part of the public copy unless you have requested CONFIDENTIALITY be extended. The confidential information will not be returned.)

5. If a merger, takeover, combination, or other business reason results in a different name on the filed 2000 CMRS Worksheet from that shown on the envelope associated with this mailing, an explanation should be provided, either in the e-mail accompanying the electronic filing or in a separate letter accompanying the diskette filed with the Commission. This explanation should include the date of the change and the affected entities with their respective 4-digit Commission identification numbers.

A name change is not effective in the Commission's records until a separate notification letter is sent to the Commission including documentation to confirm registration of that change with the State of Wisconsin Department of Financial Institutions (DFI). (DFI application forms and instructions can be obtained by calling DFI at (608) 261-7577, using their web page at www.wdfi.org, or by writing to P.O. Box 7846, Madison, WI 53707-7846.). (Your company's name as shown in the Commission's records may also be verified on the Commission's Web page at http://www.psc.state.wi.us/a_unfl/default.asp.)

6. Please use the definitions contained in footnotes 1-4 on the worksheet in providing the intrastate USF assessable revenue amount. Revenues from the sale of wireless telephone units, ancillary equipment, or pager units should not be included. Providers with less than \$200,000 of Wisconsin Gross Intrastate Operating Telecommunications Service Revenue are exempt from USF assessments; however, even if your revenues are under that threshold, you are required to file this revenue information.

In addition, to assist you in providing assessable revenue information for universal service fund assessment purposes in the CMRS Worksheet, a document titled "Questions and Answers Concerning Assessments & Fees Applicable to Telecommunications Providers Levied by the Public Service Commission of Wisconsin" is available on the Commission's Web page at <http://www.psc.state.wi.us/writings/papers/tele/Assess.htm>.

7. Revisions, if any, to the worksheet subsequent to filing with the Commission must follow the procedures set forth above for the Public Filing or Confidential Filing, as applicable.
8. Be certain to report requested e-mail and Web site address information. Notification of the availability of the 2001 CMRS Worksheet form will be accomplished via e-mail (rather than by regular mail).

Do **not** send your CMRS Worksheet to the Department of Financial Institution or the State of Wisconsin Department of Revenue. Send your company's CMRS Worksheet to the Commission's e-mail address (pscrecs@psc.state.wi.us) or, if remitting by an electronic diskette, to the Commission's post office box address (P.O. Box 7854, Madison, WI 53707-7854) if using regular mail, or, if using a courier service, to the street address (610 N. Whitney Way, Madison, WI 53705-2729).

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If you have any questions, please feel free to contact me at (608) 267-9504.

Sincerely,

Kevin H. Klingbeil, CPA
Audit Manager
Telecommunications Division

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